

**CITY OF DELAFIELD
PLAN COMMISSION MEETING MINUTES**

CALL MEETING TO ORDER

Mayor McAleer called the meeting to order at 7:00 p.m.

ROLL CALL

Present

Mayor Ed McAleer
Robert Trunzo
Fred Welch
Robert Transon
Marilyn Gardner
Roger Dupler
Tom Maney
Matt Carlson
Marilyn Czubkowski

Absent

Phil Schumann
Diri Curtis Costa

7:00 PM Public Hearing to consider the request of Delafield Hartland Water Pollution Control Commission, Robert W. Hyde, General Manager, 416 Butler Drive, Delafield, WI 53018. Request is for a permit to apply sludge on lands owned by William Knoff, 6345 Nashotah Road, Delafield, WI.

M. Czubkowski read the notice. No written requests were received to be written in. Mr. Hyde, Delafield Hartland Water Pollution Control spoke and explained what they would like to do. M. Czubkowski stated that a bond is on file with the City of Delafield and a certificate of liability insurance. There were no comments from the public.

R. TRUNZO MOTIONED TO CLOSE THE PUBLIC HEARING. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

CALL MEETING TO ORDER

Mayor McAleer called the meeting to order at 7:05 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. APPROVE MINUTES OF AUGUST 29, 2001

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R. TRUNZO MOTIONED TO APPROVE THE MINUTE OF AUGUST 29, 2001. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. DELAFIELD CITIZEN COMMENTS PERTAINING TO SUBJECTS ON THIS AGENDA

There were no citizen comments.

3. CONSENT AGENDA

R. TRANSON MOTIONED TO APPROVE THE CONSENT AGENDA. M. GARDNER SECONDED THE MOTION. F. WELCH AND ABSTAINED. THERE WAS NO FURTHER DISCUSSION. MOTION CARRIED.

- a. Consider approval of Extraterritorial Plat, Shepherd's Pass in the Town of Delafield.

2. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **Tax Key No. 793.016.001, 603 Genesee St.** Owner/Applicant, Robert A. Lang. Applicant seeks approval of signage for ***Old Glory Pub and Grill***. *(This item was tabled at the previous meeting)*

R. TRANSON MOTIONED TO REMOVE THIS ITEM FROM THE TABLE. M. GARDNER SECONDED THE MOTION. R. TRUNZO ABSTAINED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

R. Dupler reviewed. A representative was present.

M. GARDNER MOTIONED TO APPROVE THE SIGNAGE. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. R. TRUNZO ABSTAINED. MOTION CARRIED.

- b. **Tax Key 804.983, 3175 Hillside Dr.** Owner, Marcus Corporation; Applicant, Matt Kaminski/Poblocki & Sons, LLC. Applicant seeks approval of signage for ***Children's World Learning Center***.

A representative was present. R. Dupler explained.

R. TRUNZO MOTIONED TO APPROVE THE SIGNAGE. R TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **Tax Key No. 803.98.001, 2574-2566 Sun Valley Road.** Owner, Gary Storts, Applicant, Vince & Nicole Kuepper. Applicant seeks approval of

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Business Plan of Operation and Signage for **Gemini Jewelers, Ltd.** Hours of operation, Weekdays 10 AM to 8 PM, Saturday, 10 AM to 4 PM., and Sunday from 10 AM to 4 PM, Christmas and holidays only. Three part-time and three full-time employees.

A representative from Gemini Jewelers, Ltd. was present. R. Dupler reviewed.

R. TRANSON MOTIONED TO APPROVE THE BUSINESS PLAN OF OPERATION AND SIGNAGE. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **Tax Key 804.999.004, 3215 Golf Road.** Owner, Meridian Delafield Limited Partnership; Applicant, Telecorp Realty LLC, dba SunCom Wireless. Applicant seeks approval of Business Plan of Operation and Signage for **SunCom Wireless**, a PCS wireless phone business. Hours of operation, Weekdays, 10AM to 7PM, Saturday, 10AM to 5PM. Three full-time employees.

R. Dupler reviewed. The sign color (red) will be consistent with previously approved signs on the pylon. A new drawing will be submitted.

R. TRUNZO MOTIONED TO APPROVE THE WALL MOUNTED SIGN AND PYLON SIGN CONTINGENT ON IT BEING RED. M. GARDNER SECONDED THE MOTION. R. TRUNZO AMENDED THE MOTION TO ALSO APPROVE THE BUSINESS PLAN OF OPERATION. M. GARDNER SECONDED THE AMENDMENT. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- e. **Tax Key 787.039, 905 Milwaukee St.** Owner/Applicant, Michael Straka. Applicant seeks approval for a fence exception for a six-foot solid fence.

R. Dupler reviewed. A representative was present. The staff recommended approval.

R. TRUNZO MOTIONED TO APPROVE. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. F. WELCH ABSTAINED. ALL WERE IN FAVOR. MOTION CARRIED.

- f. **Tax Key No. 804. 999.006, 3255 W. Golf Road.** Owner, Delafield Partners, LLC; Applicant, James Albrecht. Applicant seeks site plan approval to allow for the addition of an atrium at the **Sentry Food Store.** –

D. Debbink with MSI General and J. Albrecht from Sentry Foods were present and reviewed the proposal. A Told Development representative was present and stated that they are aware of the plans and it meets with their

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approval. T. Maney stated that the proposed heating unit would not be visible from most locations. Sentry is aware that outside sales/displays will not be possible if the addition is granted. Discussion took place if any agreements needed to be amended to permit this change. There were none that M. Carlson was aware of. This change would involve the removal of outdoor displays, which could be interpreted as a benefit to the City. No documents are need to be amended to reflect this change. A record search will be done to see if there is a general development plan that governs this issue.

R. TRUNZO MOVED TO APPROVE OF THE PLAN OF THE DELAFIELD PARTNERS SENTRY PLAN WITH TWO ADDITIONS AND ROOF TOP UNIT CONTINGENT UPON RECEIVING A LETTER OF APPROVAL FROM TOLD DEVELOPMENT COMPANY. IT WAS STATED THAT THIS WOULD BE A MINOR AMENDMENT, AND THEREFORE DOES NOT NEED TO GO TO THE COMMON COUNCIL. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- g. **Tax Key No. 748.051 & 789.991.011, Copperfield/Valley Road Farms Park Land.** Owner/Applicant, City of Delafield. Applicant seeks approval of Site Plan for **Copperfield/Valley Road Park.**

M. Gardner presented the plans and gave a brief history of the park. A survey of residents was done and the top three requests for this park were a nature trail, a play area, and a tennis court which are reflected on the plans. This park consists of a little over five acres. R. Dupler stated that this is a very well conceived and executed plan.

R. TRANSON MOTIONED TO APPROVE THE SITE PLAN FOR THE COPPERFIELD/VALLEY ROAD PARK. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- h. **Tax Key No. 794.017, 206 Enterprise Rd.** Owner/Applicant, Thomas Orlandini. Applicant seeks approval of revised landscaping plan for **The Cannes Group.**

Mr. Orlandini and Tom Deer, consultant on the project, were present. R. Dupler reviewed the situation and different ways to correct it. Mayor McAleer stated that until it was determined where the trees would be re-planted, the bond would be held. He suggested that the trees could be planted in Park & Rec. Mr. Orlandini needs 52 caliber inches -- 16 trees need to be relocated. Mr. Orlandini agreed to have the trees planted at a site to be determined by Park & Recreation's Department.

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M. GARDNER MOTIONED TO APPROVE THE REVISED LANDSCAPING PLAN AND THAT THE CITY ACCEPT 9 CONIFERS AND 7 DECIDUOUS TREES TO BE REPLACED BY THE OWNER WITH 16 APPROVED TREES PER WEPCO'S SPECS. R. TRUNZO SECONDED THE MOTION. F. WELCH CLARIFIED THAT THE TREES WOULD BE MOVED TO A SITE DESIGNATED BY THE PARK & RECREATION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- i. **Tax Key 807.982.002, 408 Kettle Dr.** Owner/Applicant, Lincoln Contractor's Supply. Applicant seeks approval of Site Plan, Business Plan of Operation, and Signage for **Lincoln Contractor's Supply, Inc.**, a sales, rental, and servicing facility of light construction equipment. Hours of operation: Weekdays, 6:30 AM to 5:30 PM, Saturdays, 6:30 AM to 12:00 PM. Ten full-time employees.

Representatives were present. R. Dupler stated that the signage was removed from tonight's meeting per the owner's request. The representative stated that Lincoln Contractor's Supply is withdrawing their request for Lot 4. The Owner and Petitioner have removed the request. A letter has been furnished to the City of Delafield expressing this. It is the intention to tear down and completely rebuild on the site. The building would be 15,300 square feet. R. Dupler reviewed his concerns, mainly the retaining wall. The HVAC plans have been reconfigured so that all units will be inside. A hydrant will be added onto the property. Easements have been created. Color schemes were displayed. Stormwater management was discussed. National Survey and Engineering worked on the stormwater management and it is in conformance with the new stormwater ordinance. R. Dupler stated that Petitioner has been to Public Works and as of September 26, 2001 the plans have been reviewed by Welch Hanson and found to be fully resolved of all issues. F. Welch stated that one of the changes is that the City was going to require was that the water quality treatment to take place in the basin. The results of the borings indicated that they could not quite meet it so the plan was revised and this will more than address the water quality issues.

M. GARDNER MOTIONED TO APPROVE THE SITE PLAN AND BUSINESS PLAN OF OPERATION. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. Preliminary Consideration

- a. **Tax Key 733.989.001, 4439 Vettelson Rd.** Owner/Applicant, Michael D. Gatzow. Applicant seeks preliminary consideration of Conditional Use permit for this B1A-zoned property, to allow for razing an outbuilding

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currently on his property, and constructing a new outbuilding for housing supplies for his siding business, and shop office.

Mr. Gatzow was present. R. Dupler reviewed. It was Atty. Chapman's recommendation that Mr. Gatzow pursue a conditional use. Mr. Gatzow explained his operation in detail and possible future uses for this building. E. McAleer recommended that Mr. Gatzow proceed with a conditional use hearing. M. Carlson stated that the advice given is to go through conditional use process. The process was reviewed. Although Mr. Gatzow is looking for some flexibility in terms of future lease ability of a portion of the building, the feedback from the Planning Commission is that the user should be known before they grant the development rights of that specific tenant space. The best approach would be to pursue the conditional use amendment in order to get the building built and if Mr. Gatzow would want to lease out a portion of the building to come back at a later date. T. Maney stated that Mr. Gatzow runs a good operation and no complaints have ever been received. T. Maney stated that the B1A zoning is very restrictive. The conditional use hearing could be held in October.

6. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

- a. Final consideration for recommendation to Common Council of request by Delafield Hartland Water Pollution Control Commission, Robert W. Hyde, to apply sludge on lands owned by William Knoff, 6345 Nashotah Rd.

R. TRUNZO MOVED TO MAKE THE RECOMMENDATION TO THE COMMON COUNCIL OF THE REQUEST BY DELAFIELD HARTLAND WATER POLLUTION CONTROL PLAN TO APPLY SLUDGE ON LANDS OWNED BY WILLIAM KNOFF, 6345 NASHOTAH ROAD, DELAFIELD, WI. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. Valley Road Farms Stormwater Agreement – (6b & 6c go together)
- c. Final consideration of Valley Road Farms, Addition No. 1. Recommend to Common Council for approval.

M. Carlson reviewed. The City Attorney and developer's attorney have worked on this. The agreement with the specific language for the Declaration of Restrictions was included in the commissioner's packet for consideration. Comments from the City Engineer were reviewed, mainly that the City needs to specify that the City has the right to inspect the stormwater management facility other than to provide maintenance that is not being done by the developer or homeowner's association and needs to make sure that the cost that can be attributed to the developer or

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homeowner's association include costs to prepare a report or engineering, flood testament inspection to verify any data which is prepared in relation to that stormwater management plan. These comments have been forwarded to the City Attorney. The City Attorney is being asked to incorporate these comments into the Declarations of Restrictions and that these Declarations of Restrictions be recommended for approval along with approval of the final plat of the subdivision to the City Council and that the Declarations of Restrictions be recorded against the property. The developer or homeowners association will be responsible for developing the maintenance plan. The Declarations will require that a stormwater management plan, the maintenance plan, be developed within one year. This will identify certain actions that need to be taken. The language in the deed restriction will refer to these actions. F. Welch stated that staff review 2, 3, 4 and this not be made part of the approval.

R. TRUNZO MOVED FOR APPROVAL OF THE VALLEY ROAD FARMS STORMWATER AGREEMENT AND MOVED TO RECOMMEND TO COUNCIL FOR APPROVAL OF THE VALLEY ROAD FARMS ADDITION NO. 1. AND THAT ITEMS 2, 3, AND 4 BE SUBMITTED TO STAFF FOR LANGUAGE CONTENT AND APPROVAL. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **Part of Tax Key 804.989, (Parcel 3 of CSM 9025) 3215 Hillside Dr.,** Owner, Meridian Hillside, LLC. Owner's Agent, George Knapp. Applicant, Creative Restaurant Concepts, Inc. Applicant seeks final SIP approval and Business Plan of Operation for **Stockade Restaurant**. Hours of operation, Weekdays 8 AM to 10:00 PM, Saturdays 7:00 AM to 11:00 PM, Sundays 7:00 AM to 11:00 PM. 40 Part-time employees, 10 Full-time employees.

R. Dupler reviewed. There was a request for additional information on the proposed colors and materials. Two outstanding issues at the last Planning Commission meeting were to come to a conclusion on the brick material and to bring in full size color rendering. The Petitioners met these requirements. A contingency of the Public Works committee was that the final approval be withheld until the final responsibility for paying for the stoplight at the intersection of Hillside Drive and Hwy. 83. Larry Kastens, architect for this project was present. Samples of brick (full thickness), renderings, and a handout detailing all of the materials on the board were shown. Greg Coss of Told Development has been working with the City to resolve the stoplights at Hillside and 83. Discussion took place regarding the stoplights. It was stated that the stoplight issue should be an agenda item for the Common Council.

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R. TRUNZO MOTIONED TO APPROVE CREATIVE RESTAURANT CONCEPTS, INC. SIP PLAN FOR THE STOCKADE RESTAURANT. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- e. **Tax Key 789.981, 1851 Genesee St.**, Owner/Applicant, Delafield Presbyterian Church. Applicant seeks approval of revised landscaping plan.

R. Dupler reviewed the history. The churches removed three trees and have replaced them with shrubs. Mr. Lurvey, a representative from the church was present. The landscaping plan was reviewed. R. Duplar recommended approval of the landscape plan as is.

R. TRANSON MOTIONED TO APPROVE THE REVISED LANDSCAPING PLAN. R. TRUNZO SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 6. ZONING AND ORDINANCE REVISIONS
None

- 7. HEARING DATES
None

- 8. ADMINISTRATOR'S REPORT
None.

- 9. BUILDING INSPECTOR REPORT

Thirty-four permits have been issued; two occupancy and two single family homes.

- 10. BOARD OF ZONING APPEALS
None.

- 11. CORRESPONDENCE
 - a. Correspondence from Lang Co. regarding dates of special pre-approved sales events.

- 12. ADJOURNMENT

R. TRANSON MOTIONED TO ADJOURN FROM THE MEETING. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:56 P.M.

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Respectfully Submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications